

CABELL'S MILL



hprs@fairfaxcounty.gov
703.827.0609



5235 Walney Road, Centreville, Virginia

Known by many different names in its history, Cabell's Mill has been at the center of local commerce and community since the founding of our nation. Ellanor and David Lawrence used the mill as a guest house, entertaining such notables as President Franklin D. Roosevelt and his wife, Eleanor. Cabell's Mill, with its charming country setting and lovely stone patio overlooking Big Rocky Run, is the perfect backdrop for your special day.

Driving Directions

From the Beltway (I-495): Take Exit 49 West (Interstate 66) 11 miles to Exit 53 North (Sully Road, Route 28). Turn right at the first light on Walney Road. The Mill is .25 miles on the right.

From Southbound VA Route 28: Exit on Westfields Boulevard, East. Turn right at the third traffic light on Walney Road. The Mill will be 2 miles on the left.



To request this information in an alternate format, call Inclusion and ADA Support, 703.324.8563, TTY 703.803.3354.

Private Rental Rates

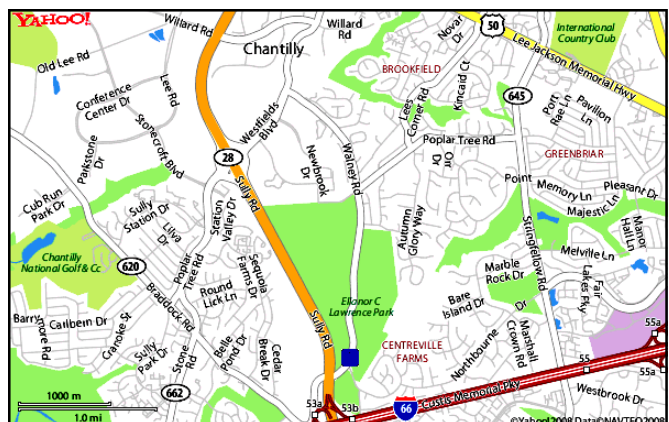
Base Fee (6-hours):	\$1,525 Fairfax County Residents \$1,800 Non-resident
Extra Hours:	\$225
Alcohol Beverage Use Fee:	\$150
Security Deposit:	\$400

Equipment Included With Rental

8	4-foot round tables
8	6-foot rectangular tables
1	16-foot buffet table (on lower level)
80	off-white folding chairs

Capacities

Indoor Reception:	125
Indoor Banquet:	80
Indoor/Outdoor (with tent):	150



Historic Properties Rental Services

1659 Chain Bridge Road, McLean, VA 22101

Tel: 703-827.0609 Fax: 703.827.0492 E-Mail: hprs@fairfaxcounty.gov

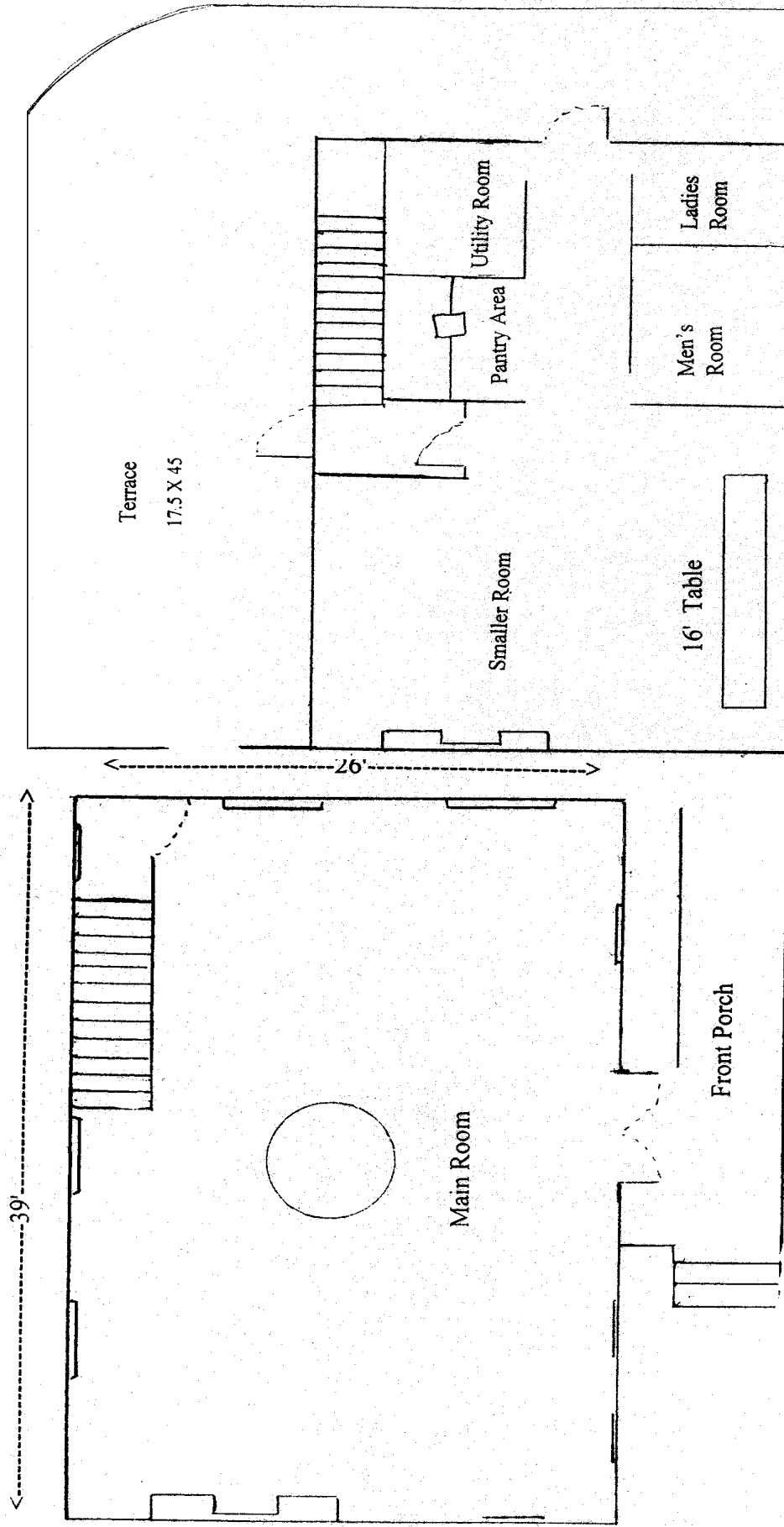
Web: www.fairfaxcounty.gov/parks/weddings.htm

Cabell's Mill Policies

- ◆ **NOW IS THE TIME** to plan the logistics for your use of Cabell's Mill. Check with your caterer, florist, and rental company well in advance to find out how much time they will need.
- ◆ **AVAILABILITY:** Cabell's Mill may be rented 364 days a year, Monday - Thursday, 7:30 a.m. - 11:00 p.m., and Friday - Sunday, 8:00 a.m. - 12 midnight. Contracts are taken up to one year in advance, based on calendar month. All contracts are processed on a first come, first served basis.
- ◆ **SETUP AND CLEANUP:** Setup and cleanup times are included in the contracted rental period. Setup and cleanup of all equipment, decorations, etc. is the responsibility of the renter or his/her designate. Staff will supply all cleaning materials, except trash bags.
- ◆ **CHANGES IN RENTAL TIME:** You may change or add hours to your schedule, as long as your request is in writing and at least ten days notice is provided.
- ◆ **PRE/POST-INSPECTION:** A staff member will conduct a walk-through inspection before and after your function. If you cannot be present, please have a responsible friend, family member, or your caterer be available. There will be a staff member on site for your entire rental; please feel free to ask any questions during your event.
- ◆ **STORAGE:** Some storage space may be available in the non-climate-controlled storage shed IF arranged with TWO weeks written notice. Otherwise, all equipment must be delivered, set up, taken down and removed from the site within the time limits of your contract. The Fairfax County Park Authority will not accept responsibility for any equipment delivered to Cabell's Mill. Staff members cannot sign for, nor inventory any incoming or outgoing equipment or services. This is the sole responsibility of the renter or his/her designate.
- ◆ **CATERING:** A professional caterer with proof of insurance, a current health department certificate and a valid business license must be hired if food is to be served.
- ◆ **GRILLS:** Grills must be placed at least 30 feet away from the building on a paved area.
- ◆ **ACCESSIBILITY:** Cabell's Mill is wheelchair accessible; however there is no inside transfer between floors.
- ◆ **SMOKING:** Smoking is NOT allowed in the building. Cigarette urns are provided outside of the building.
- ◆ **ALCOHOL:** The purchase of an alcoholic beverage permit from HPRS allows consumption of alcoholic beverages inside Cabell's Mill and on the **immediate** grounds. Bars must be set up in the building and are prohibited on the terrace, grounds or beneath a tent. If you plan on selling alcoholic beverages, or if you plan on charging admission or requesting donations, please contact the office as there are additional requirements. **Red dye-based drinks other than red wine are prohibited.**
- ◆ **PARKING:** Seventy-five parking spaces are located in the main parking lot for your guests. Parking is not allowed in the staff parking area or along the driveway. Please make sure guests, caterers, rental companies, florists, etc. are aware of this. Special arrangements may be made for accessible parking closer to the Mill.
- ◆ **CANDLES:** Candles may be used, as long as they are enclosed and have something placed under them to catch wax drips.
- ◆ **DECORATIONS:** The use of birdseed, rice, flower petals, confetti, glitter, and silly string is prohibited, as is the use of tacks, staples, nails, tape, or other fasteners or adhesives. Bubbles may be used outside the building.
- ◆ **FIREPLACES:** The fireplace on the main level may be used; it is your responsibility to provide firewood. Duraflame® or similar pre-fabricated logs are strongly encouraged. No firewood is to be added during the last two hours of the rental.
- ◆ **MUSIC:** DJ's, amplified music and dancing are permitted on the property.
- ◆ **TENTS:** If your expected attendance will be greater than 125 people, you must provide a tent. The tent must be large enough to accommodate the total number of people exceeding the 125-person capacity of the building. The tent must be set up and taken down within your contracted rental times.
- ◆ **EQUIPMENT:** Your rental includes the use of a limited number of tables and chairs, which are listed on the attached floor plan. In order to preserve the floors, tables and chairs should be carried to their location, not dragged. Please make sure caterers, bartenders, and others are aware of condensation, drips, or spills that have occurred. Plastic MUST be placed underneath coolers, kegs, ice tubs, or any other containers.
- ◆ **CANCELLATION POLICY:** Cancellations must be received in writing. Once a contract has been signed and processed, a cancellation fee of \$200 (1/2 of the security/cleanup deposit) will be assessed for any cancellation made more than 60 days prior to the date of the rental. If cancellation is less than 60 days prior to the date of the rental, the entire security/cleanup deposit will be withheld. Additionally, prepaid rental fees are withheld if cancellation is made less than 60 days prior to the date of the event.



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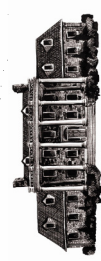


Upper Level

Lower Level

Equipment included with rental:

- 8 4-foot round tables
- 8 6-foot rectangular tables
- 1 16-foot buffet table (on lower level)
- 80 off-white folding chairs



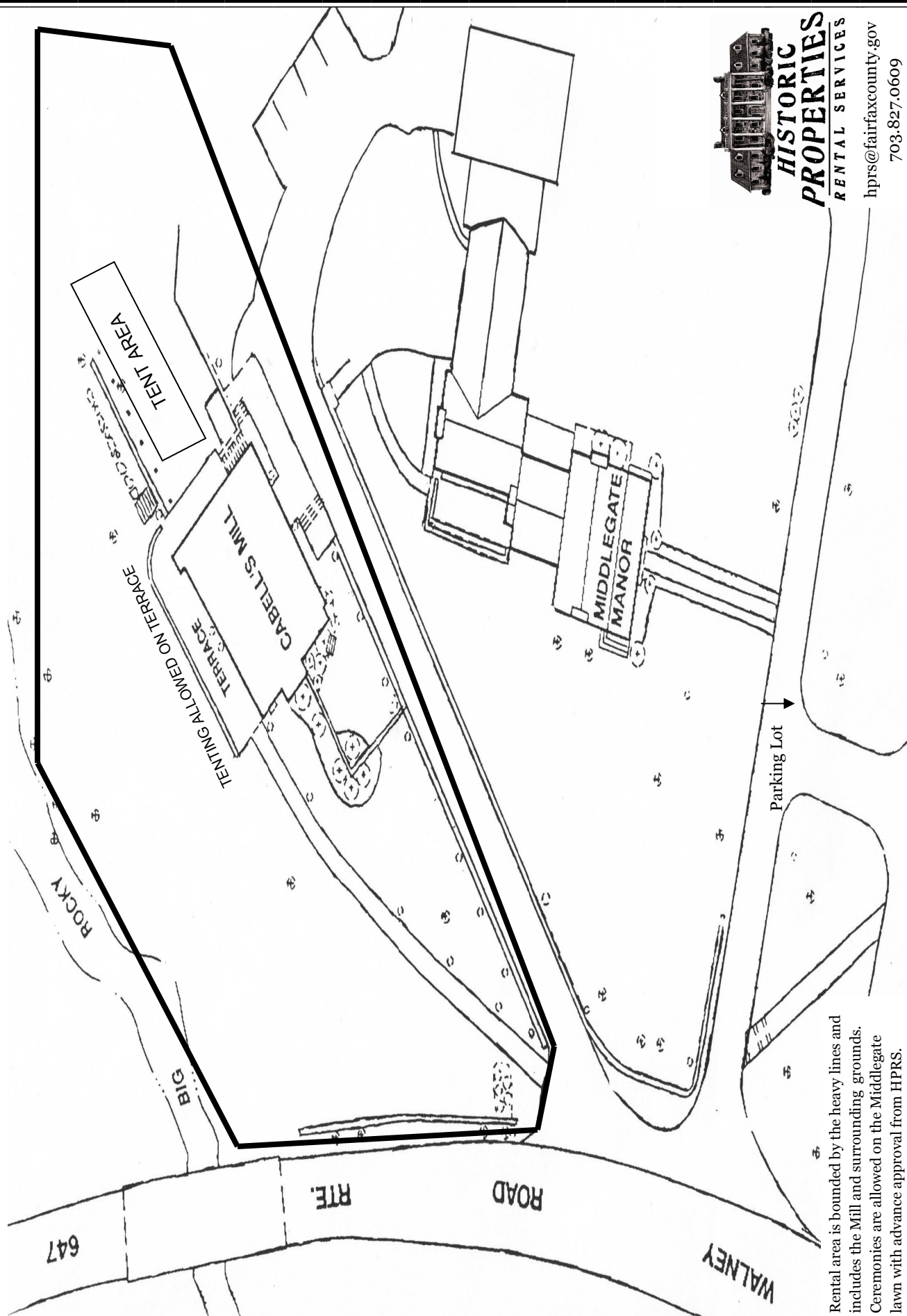
**HISTORIC
PROPERTIES**
RENTAL SERVICES

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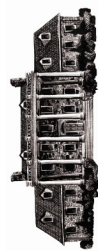
Pantry equipped with:

- Sink
- Counter Space

CABELL'S MILL SITE PLAN



Rental area is bounded by the heavy lines and includes the Mill and surrounding grounds. Ceremonies are allowed on the Middlegate lawn with advance approval from HPRS.



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